



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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WILLIAM T FUJIOKA
Chief Executive Officer

July 3, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

25 July 3, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

**DEPARTMENT OF PARKS AND RECREATION:
CHARLES WHITE PARK GENERAL IMPROVEMENT PROJECT
APPROVE CAPITAL PROJECT AND PROJECT BUDGET
CAPITAL PROJECT NO. 69689
(FIFTH DISTRICT) (3 VOTES)**

SUBJECT

Approval of the recommended actions will authorize the Department of Parks and Recreation to implement the proposed Charles White Park General Improvement Project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Charles White Park General Improvement Project is categorically exempt from the California Environmental Quality Act because the proposed Project involves the installation of a new group picnic shelter at an existing picnic area, and for the reasons stated herein and those reflected in the record of the proposed Project.
2. Approve the proposed Charles White Park General Improvement Project, Capital Project No. 69689 and budget in the amount of \$190,000.
3. Authorize the Internal Services Department, as the Purchasing Agent for the County, to proceed with the procurement of materials and installation services to complete the proposed Charles White Park General Improvements Project.

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4. Authorize the Department of Parks and Recreation to implement the proposed Charles White Park General Improvement Project in coordination with the Internal Services Department.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of the recommended actions will find the proposed Charles White Park General Improvement Project (Project) exempt from the California Environmental Quality Act (CEQA), approve the Project, and authorize the Department of Parks and Recreation (Department) to deliver the proposed Project, which was funded with an Economic Development Initiative Special Project Planning Grant (Grant) from the United States Housing and Urban Development accepted with the Board's authority on October 5, 2010.

The proposed Project located at 77 Mountain View Street, in the City of Altadena, will include the installation of a fixed 28 X 32 foot Picnic Shelter (Shelter), barbecue braziers, and additional seating. The Shelter will also include lighting and lockable electrical outlets to prevent unauthorized use. Summer temperatures in the proposed Project area are regularly more than 90 degrees; therefore, the Shelter will provide shade and protection from the extreme heat conditions.

Approval of the recommended actions will allow the Internal Services Department (ISD), in its capacity as the County's Purchasing Agent, to secure a vendor for the procurement and installation of the Shelter.

The Department's North Agency staff will purchase and perform the alterations, which includes the installation of electrical outlets, barbecue braziers, and seating; and manage the proposed Project.

Implementation of Strategic Plan Goals

The recommendations support the Board-approved County Strategic Plan Goals of Operational Effectiveness (Goal 1) by investing in public infrastructure and amenities to enhance recreational opportunities that benefit County residents.

Green Building/Sustainable Design Program

The proposed Project supports the Board's Green Building/Sustainable Design Program by obtaining a Shelter that contains material with recycled materials that meets Leadership in Energy and Environment Design and Major Renovations (LEED MR) providing a Credit 4 certificate.

The proposed Project is not subject to the Countywide Energy and Environmental Policy adopted by the Board on January 16, 2007, since it involves the installation of a Shelter that is less than 10,000 gross square feet in size.

FISCAL IMPACT/FINANCING

The total proposed Project cost is estimated at \$190,000, and is funded with an Economic Development Initiative Special Project Planning Grant from the United States Housing and Urban Development, which was accepted and adopted by the Board on October 5, 2010. Sufficient appropriation is available in the Capital Projects/Refurbishments Budget to fund the proposed Project. There is no impact to net County cost. The Project Schedule and Budget Summary are included in Attachment I.

Operating Budget Impact

Based on the proposed Project description, the Department anticipates one-time, start-up costs of approximately \$13,000 for dedication, signage, maintenance equipment, and ongoing operating costs of approximately \$2,000 for utilities (electricity).

The provisions of the proposed Project have maintenance requirements that will be fulfilled with existing resources. Should the necessity arise, the Department will work with the Chief Executive Office to determine the appropriate level of maintenance and available funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The Contractor, who is awarded this contract, will be required to fully comply with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Service Program).

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009, Civic Art fees do not apply to the proposed Project, as the proposed Project cost is less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The proposed Project consists of the installation of a Shelter, additional seating, and barbeque braziers; and is, therefore, within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15303(d) and (e) of the State CEQA Guidelines, and Class 3(b) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the proposed Project involves the addition of a small new structure at an existing public facility. The proposed Project includes no expansion of an existing use. Additionally, the proposed Project is not located in a sensitive environment, there are no unusual circumstances or other limiting factors, which would make use of the exemptions inapplicable based on the proposed Project records.

Upon the Board's approval of the proposed Project, the Department will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

CONTRACTING PROCESS

The procurement of the Shelter falls under the statutory authority of the Purchasing Agent. Upon the Board's approval, both the Shelter and amenities will be competitively solicited in accordance with County Purchasing Policies and Procedures.

To ensure that the contract is awarded to the Lowest Responsive and Responsible Bidder with a satisfactory history of performance, Bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractor State License Board, labor law/payroll violation, and debarment actions. As provided in Board Policy No. 5.140 information reported by the Bidder will be considered before making a recommendation to award.

The contract specifications contain provisions requiring the Bidder to report solicitations of improper consideration of County employees and allowing the County to terminate the contract if it is found that the Bidder offered or gave improper consideration to County employees.

The Honorable Board of Supervisors
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IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Project specifications require coordination of the installation schedule with the Park's daily activities to minimize disruption to the public.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and to the Department Parks and Recreation.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
SW:VM:cvb

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Internal Services
Parks and Recreation

ATTACHMENT I

**DEPARTMENT OF PARKS & RECREATION:
CHARLES WHITE PARK GENERALIMPROVEMENTS PROJECT
CAPITAL PROJECT NO. 69689**

PROJECT SCHEDULE

| <u>Project Activity</u> | <u>Scheduled Completion Date</u> |
|-------------------------------------|---|
| Board Action | 07/03/2012 |
| Design Documents | N/A |
| Bid Solicitation | 08/09/2012 |
| Environmental Documents | N/A |
| Jurisdictional Approval | 09/06/2012 |
| Award Construction Contract | 10/04/2012 |
| Construction Start | 11/13/2012 |
| Construction Substantial Completion | 01/14/ 2013 |
| Final Acceptance | 01/28/ 2013 |

II. PROJECT BUDGET SUMMARY

| <u>Project Activity</u> | <u>Proposed Budget</u> |
|---|-------------------------------|
| Land Acquisition | \$ 0 |
| Construction | |
| Purchase Order Contract | \$ 115,200 |
| Department Crafts | |
| Contingency | 12,000 |
| Job Contractor Order | |
| Youth Employment | |
| Construction Consultants | |
| Misc. Expense | |
| Telecomm Equip - Affixed to Building | |
| Civic Arts | |
| Subtotal | \$ 127,200 |
| Programming/Development | |
| Plans and Specifications | \$ 48,000 |
| Consultant Services | |
| Site Planning | |
| Hazardous Materials | |
| Geotech/Soils Report and Soils Testing | |
| Material Testing | |
| Cost Estimating | |
| Topographic Surveys | |
| Construction Management | |
| Construction Administration | |
| Environmental | |
| Move Management | |
| Equipment Planning | |
| Legal | |
| Construction/Change Order | |
| Other: | |
| Subtotal | |
| Miscellaneous Expenditures | \$ 13,000 |
| Jurisdictional Review/Plan Check/Permit | |
| County Services | |
| Code Compliance Inspection | |
| Contract Compliance Inspection | |
| Design Review | |
| Design Services | |
| Contract Administration | |
| Project Management | |
| Project Management Support Services | |
| ISD Job Order Contract Management | |
| DPW Job Order Contract Management | |
| ISD ITS Communications | |
| Project Security | |
| Project Technical Support | |
| ISD – Contract Compliance | \$ 1,800 |
| County Counsel | |
| Consultant – Gordian Group | |
| Sheriff Job Order Contract Management | |
| Subtotal | |
| TOTAL | \$ 190,000 |